

**UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK  
500 PEARL STREET NEW YORK, N.Y. 10007**

**J. Michael McMahon  
Clerk of the Court**

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Stephen E. Strauss,

USDC SDNY
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DATE FILED: <u>8/11/08</u>

Plaintiff(s),

08 Civ. 1862 (DC)

- against -

Architectural Interior Maintenance, Inc. et al.,

Defendant(s).

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The above-captioned action has been assigned to Judge Denny Chin.

Counsel for both sides are directed to attend a pretrial conference for the purpose of determining the status of the case, setting a discovery schedule, fixing a trial date, and discussing possible settlement.

This conference will be held on August 25, 2008 at 11:00 A.M., in Room 11A of the United States Courthouse, 500 Pearl Street, New York, New York 10007.

Please review Judge Chin's Rules and Procedures in Civil Cases, located at [www.nysd.uscourts.gov/Individual\\_Practices/Chin.pdf](http://www.nysd.uscourts.gov/Individual_Practices/Chin.pdf), as well as the Court rules on electronic filing in ECF cases, located at [www.nysd.uscourts.gov/cmecf/cmecfinindex.htm](http://www.nysd.uscourts.gov/cmecf/cmecfinindex.htm).

**Please send a copy of this notice to your adversary, and mail a copy of a transmittal letter to the undersigned. All communication regarding scheduling should be directed to Judge Chin's courtroom deputy.**

Dated:           New York, New York  
                  August 11, 2008

Sincerely,

David Tam  
Courtroom Deputy Clerk  
U.S.D.C. - S.D.N.Y.  
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New York, New York 10007  
(212) 805-0096